

# Administration Committee

**2006-05-10 10:30:00.0**

(or immediately following the BATA Oversight Committee meeting, whichever occurs later)

The Administration Committee considers matters relating to MTC administration, budget and agency contracts.

*This agenda was updated 2006-05-03 17:57:54.0. It is accurate to the best of our knowledge at that time.*

For assistance, please contact Kimberly Ward, [kward@mtc.ca.gov](mailto:kward@mtc.ca.gov), (510) 817-5967

This meeting will be [audiocast](#) on the MTC Web site during the meeting, and an [audio file](#) will be available for approximately one month after the meeting date.

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## Roll Call

1.

**Action:** Confirm Quorum

**Consent:**

2.

**Action:** Committee Approval

**Meeting Minutes ? April 12, 2006\***

a)

- [2a Minutes April 06 on letterhead.doc](#)

**Contract ? 2006 Spare the Air/Free Transit Campaign: Transit Boardings Data Collection & Analysis: MultiTrans\* (\$300,000)**

b)

**Presented by:** Ashley Nguyen

- [2b MultiTrans SparetheAir Nguyen.doc](#)

**Contract Amendment ? Video for MTC Awards: Bridge Media, Inc.\* (\$28,000)**

c) **Presented by:** Catalina Alvarado

- [2c Bridge Media Inc Alvarado.doc](#)

**Monthly Financial Statements\***

3. **Presented by:** Eva Sun

**Action:** Receipt

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- [4 March Financials Sun.xls](#)

**Investment Report for March 2006\***

**Presented by:** Sue Woo

**4.**

**Action:** Receipt

- [4 MTC Investment report-MAY 06 -swoo.doc](#)

**5. Contracts:**

**Funding Agreements ? 2006 Spare the Air/Free transit Campaign: 23 Bay Area Transit Operators\* (\$6,300,000)**

**a) Presented by:** Ashley Nguyen

**Action:** Committee Approval

- [5a Spare the Air Funding Agts Nguyen.doc](#)

**Funding Agreement Amendments ? Congestion Management Agencies\* (\$6,045,000)**

**b) Presented by:** Valerie Knepper

**Action:** Committee Approval

- [5b CMA agreement Knepper.doc](#)

**MTC's Draft FY 2006-07 Agency Budget\***

**Presented by:** Brian Mayhew

**6. Action:** Information

- [6 Draft Agency Budget Mayhew.doc](#)

- [6 FY06 07 Agency Budget Mayhew.xls](#)

**Business Meeting Expenses**

**7. Presented by:** Steve Heminger

**Action:** Committee Approval

**8. Other Business/Public Comment**

**9. Adjournment/Next Meeting**

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**Next meeting**

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2006-06-14 09:45:00.0

Joseph P. Bort MetroCenter

Lawrence D. Dahms Auditorium

101 Eighth Street

Oakland, California

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\* Attachment sent to committee members, key staff and others as appropriate. Copies will be available at the meeting.

\*\* All items on the agenda are subject to action and/or change by the Committee. Actions recommended by staff are Subject to change by the Committee.

\*\*\* The MTC chair and vice-chair are ex-officio voting members of all standing committees. A quorum of this committee shall be a majority of its regular non-ex-officio voting members (5)

+ Non-Voting member.

Every member of the Commission who is not otherwise designated as a member of this committee is an ad hoc non-voting member. Although a quorum of the Commission may be in attendance at this meeting, the committee may take action only on those matters delegated to it. The committee may not take any action as the full Commission unless this meeting has been previously noticed as a Commission meeting.

The vote of an ex-officio member shall count to satisfy a committee quorum if there are not sufficient regular members of the Committee in attendance. In addition, an ad hoc non-voting committee member may be designated by the committee chairperson as a voting member for this particular committee meeting if an additional voting member is needed for a committee quorum.

Public Comment: The public is encouraged to comment on agenda items at committee meetings by completing a request-to-speak card (available from staff) and passing it to the committee secretary or chairperson. Public comment may be limited by any of the procedures set forth in Section 3.09 of MTC's Procedures Manual (Resolution No. 1058, Revised) if, in the chair's judgment, it is necessary to maintain the orderly flow of business.

Record of Meeting: MTC meetings are tape-recorded. Copies of recordings are available at nominal charge, or recordings may be listened to at MTC offices by appointment. Audio casts are maintained on MTC's Web site for public review for at least one month.

Sign Language Interpreter or Reader: If requested three (3) working days in advance, sign language interpreter or reader will be provided; for information on getting written materials in alternate formats call 510/817-5757.

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